

E-Tender Folders Guideline

Commercial Folder

- A completed Invitation to Tender (ITT).
- Company documents
 1. CIPC Registration
 2. BBBEE Certificate/ Sworn Affidavit
 3. Letter of Good Standing (COIDA)
 4. SARS Tax Pin
 5. CSD Report (downloaded within seven days)
- SDL&I returnables
- E-Tenderers' E-Tendering Training Acknowledgement Form
- Supplier Evaluation Pack Template

Financial Folder

- Signed NEC3 contract (with pricing)
- Supplier Quotation in a company letterhead
- BOQ (both excel and PDF format)
- Financial Statements (if applicable)

SHEQ Folder

- Occupational Health and Safety (OHS) (if applicable)
 - ✓ Acknowledgement Form for Eskom SHE Rules and other Requirements
 - ✓ Life Saving Rules Acknowledgement Form
 - ✓ Letter of Good Standing (COIDA)
- Environmental (if applicable)
- Quality (if applicable)

Technical Folder

- Technical Evaluation returnables as per the Technical Evaluation criteria